

Pittsburgh Curling Club Board Meeting Minutes

12/14/2021

7:00

491 McCoy Road

MEMBERS PRESENT	Dustin Devine, Steve Buffington, Marie Rose, Sean Mizerski, Deb Spang, Daphne Roberts, Leonard Jarabek, Nick Connolly, Travis Eiler, Burt Cubbison, Erin McManus
MEMBERS ABSENT	Mark Robinson
OBSERVERS	Allison Devine
CALLED TO ORDER	7:00 PM

APPROVAL OF PREVIOUS MINUTES

DISCUSSION		
	<ul style="list-style-type: none">Financial Discussion: change wording of refreshment discussion	
CONCLUSIONS		
	Approval of Previous Month's Minutes: Buffington/Cubbison; carried unanimously with corrections, Deb Spang abstains	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Make corrections to November minutes	Eiler	

MEMBER COMMENTS

DISCUSSION		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

BOARD ANNOUNCEMENTS

BOARD MEMBERS

DISCUSSION		
CONCLUSIONS		
<ul style="list-style-type: none"> • Lost power again between last meeting and this meeting <ul style="list-style-type: none"> ○ Same conditions as during the power outage at the spiel ○ Fuses at power pole that feed our transformer were blown ○ May be beneficial in the future to look to see if these are blown and notify the power company of the pole number when calling the issue in • Ice Maintenance <ul style="list-style-type: none"> ○ Due for a flood shortly ○ Should we do this now or wait until after the Olympic rush? <ul style="list-style-type: none"> ▪ Could fit these in whenever necessary • Need to follow up on email about getting throwing heads for stick curling 		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Follow up on throwing heads	Buffington	

MEMBERSHIP

DISCUSSION		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Have 7-8 recent beginner memberships converted from recent LTC's • New Year's Eve-Friends and Family 		

OUTREACH

DISCUSSION		
<ul style="list-style-type: none"> • Jan 22nd-PSL LTC <ul style="list-style-type: none"> ○ PSL participants plan to have their LTC, then some will stay to broomstack and watch the regular PCC draw ○ Saturday's have been lightly attended <ul style="list-style-type: none"> • Proposal to make this a "free curling" day which will not count as a punch to assist in getting volunteers for the LTC and have an interesting draw for the PSL participants to watch • Advertising <ul style="list-style-type: none"> ○ Pittsburgh City Paper advertising will start 12/15 		

- Possible interest from KDKA for Olympic coverage
- Gerry Kyle has proposed creating a car magnet for the club to sell in logo shop, he is working on a design and may be willing to front the cost for initial order
- Looking at updating trifold info packet, to have to hand out to Olympic LTC participants

CONCLUSIONS

Proposal to make Jan 22nd a free day for curling which would not count against draw total;
Buffington/Eiler: motion carries unanimously

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

FINANCIAL

DISCUSSION

DISCUSSION						
Pittsburgh Curling Club Financial Reports						
As of 12/14/2021	7.21	Months of Solvency				
Current Assets			Current Liabilities			
Cash/Checking/Savings			Paid/Current Liabilities		PAID/ SCHEDULED	
Dollar Checking	1,792.79		Dollar Bank Loan	8,296.71	11/30/2021	
Dollar Savings	6,515.96		GNCC Legacy Loan	1,347.65	12/1/2021	
Charles Schwab	1,005.88		Comcast	154.68	12/5/2021	
PayPal	391.55		Duquesne Light	2,036.22	12/8/2021	
PNC - Money Market	76,508.46		West View Water	29.70	12/9/2021	
PNC - Primary Checking	21,384.71		Philadelphia Insurance	1,269.00	12/13/2021	
PNC - Secondary Checking	16,754.10		Columbia Gas	548.46	12/16/2021	
Undeposited Stripe Funds	1,286.81		Wm T Hutchinson Co PSP	375.00	12/31/2021	

Undeposited Wave Funds	-		GNCC Dues	1,410.00	12/14/2021	
Undeposited Other Funds	235.35		GNCC Insurance	546.00	12/14/2021	
Total Cash/Checking/Savings	125,875.61		USWCA Dues	239.00	Estimate	Estimate
Other Current/Restricted Assets			USCA Dues	3,018.00	Estimate	Estimate
122001 · Giant Eagle Gift Cards	\$ -		Total Paid/Current Liabilities	19,270.42		
12100 · Prepaid Expense	7,289.69		Long-term Liabilities			
Other Current/Restricted Assets	7,289.69			PRINCIPAL	CHANGE	
Total Current Assets	133,165.30		GNCC Legacy Trust Loan	53,665.00	-\$1,210.00	
			Dollar Bank Construction Loan	1,245,969.00	-3,870	
			Rose-Buffington Loan	104,500.00	250	
			Hutchinson Loan	30,750		
			Total Long-term Liabilities	\$1,434,884		

Pittsburgh Curling Club Financial Reports							
For the period 11/10/2021 - 12/14/2021							
Income				Expense			
Direct Public Support				Business Admin Expenses			
	Corporate Contributions	56		Insurance	468		
	Individual Contributions	44		Total Business Admin Expenses		468	
	Member Contributions	1,070					
	Total Direct Public Support	1,170		Building and Equipment			
	Other Types of Income			Equipment	1,166		

		Interest Income	1		Insurance	323	
	Total Other Types of Income		1		Interest	4,816	
					Repairs & Maintenance	570	
	Total Member Dues		600		Taxes & Fees	0	
					Utilities	2,249	
	Program Income			Total Building and Equipment			9,124
		Sponsorships	0				
	League Fees			Operations			
		Member League Fees	815		Event Expenses		
	Drop-in Curling		125		Food & Food Supplies	411	
	Instruction			Total Event Expenses			411
		Learn to Curl	1,420	Advertising			0
		Group Curling Events	6,600	Bank Fees			0
	Competitions			Charge Processing			
		Bonspiel Entry Fees	7,980		Square Fees	38	
	Retail Shop Sales				Stripe Fees	481	
		Sales Tax Collected	9	Total Banking & Processing			519
		Goods Sold	1,741	Curling & Ice Costs			
		Giant Eagle Cards Sold	10,000	Equipment		0	
				Membership Costs			
	Total Program Income		28,690		Insurance - Member	65	
Total Income			30,461	Supplies		0	
				Total Membership Costs			65
Debt Service				Retail Shop Expenses			
	WT Hutchinson PSP		-		Inventory COGS	9,500	

	GNCC Legacy Trust Loan		1,207	Total Retail Shop Expenses		9,500
	Dollar Bank Construction Loan		3,869	Total Operations		10,495
Total Debt Service			5,076	Total Expense		20,087
				Net Income		5,298

- GNCC dues and insurance sent in today
 - Will be updating GNCC rosters monthly
- USCWA dues are due January 15th
- Seeing positive financial gains with LTC/corporate events
- Revenue Scorecard
 - Current total \$111,864
 - Budget Target \$195,612
 - Club is in line to meet expected budget target
- Square sales summary
 - \$1104.63: Nov 1-Dec 13
 - Working on an order to restock t-shirts in logo shop
- Gift Certificates
 - Increased interest from the public
 - How to design/track
 - Could be tracked in the cloud, but that would require whoever is checking participants in to have access
 - Would the gift certificate be specifically for LTC's, or for a certain dollar amount?
 - Discussion that it would be easiest to just have them for LTC, for drop in curling would handle on a case by case basis.

CONCLUSIONS

ACTION ITEMS

PERSON RESPONSIBLE

DEADLINE

EVENTS

DISCUSSION

- Olympic LTC's
 - Starting to get some registration for the Jan and early Feb sessions
- Olympic Throw a Rock
 - Concerns regarding traffic/volunteer participation
 - Doubt we will be able to get assistance from local police for traffic

- Concerns regarding POS ability
 - Concerns about not knowing how many participants will show up if there is not an online sign up, and whether we will not have enough/too many volunteers for each session
 - Plan to have a “dry run” session to judge how long each session should be/how many participants we feel should be able to sign up per session
- Hopefully will have several group/LTC events over the Christmas holiday
 - Verified that Monday and Wednesday evenings could be utilized for this
- Francis Dykes
 - 34 teams currently registered, 40 team max
 - Special event liquor license
 - Need to determine how we will manage these sales
 - Discussion about using punch cards, similar to other clubs
 - Will contact GNCC to have them update their website to include us hosting the event, and adding the Spring Training spiel to their newsletter
 - Have had some questions regarding our COVID policies for the event
 - Religious exemption, medical exemption, exemption for children under the age of 5 who are not eligible for the vaccine
 - Decision that we will not make exemptions to the policy
 - Gerry Kyle offered to look into building a bar for the club
 - Would need to decide on layout
 - Buy a fridge?
 - Look into glass cooler
- Proposal from USCA regarding hosting U-18 Nationals
 - Pro’s:
 - Could be fit into a timeframe when the club isn’t as busy
 - Would not have as many obligations to set up/prepare as a typical bonspiel
 - Would have opportunity to learn/assist USCA’s icemakers
 - Con’s:
 - No significant financial incentive
 - Large amount of volunteer’s
 - Club would be closed for an extra weekend
 - Is not being streamed, so no major exposure
 - Decision made to not host the event, but discussed looking into rejoining the USCA regardless
 - Would like to express the reasons we decided not to join last year, and get clarification on those concerns

CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

MEETING ADJOURNED	Motion to adjourn: Jarabeck/Connolly; carried unanimously
NEXT BOARD MEETING	January 11th, 2022 at PCC

EMAIL VOTES

ALL

DISCUSSION		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE